

## Hagerman Fossil Beds National Monument

### PUBLIC USE COUNTING AND REPORTING INSTRUCTIONS

Following are detailed instructions for collecting and reporting data to be entered on Form 10-157, Revised, Monthly Public Use Report by Hagerman Fossil Beds National Monument. These instructions are effective the date of issuance and will continue in effect unless changed by amendment or by memorandum from the Public Use Statistics Program Center to the superintendent approving a requested change.

Each item below describes the procedures to be followed in collecting public use data and summarizing the various elements of those data for entry on the corresponding line on the 10-157, Monthly Public Use Report.

#### Recreation Visits

1. The number of visitors entering the visitor center.
2. The number of visitors entering the visitor center is multiplied by 0.25 to estimate the number of visitors entering the monument that do not enter the visitor center.
3. The number of on-site program visitors.
4. The number of school program visitors.
5. The number of other program visitors.

#### Recreation Visitor Hours

The number of recreation visitors is multiplied by 1.5 hours.

#### Special Use Data

- Line a. The number of visitors entering the visitor center.
- Line b. The number of on site programs
- Line c. The attendance at on site programs
- Line d. The number of off site programs
- Line e. The attendance at off site programs
- Line f. The number of other programs
- Line g. The attendance at other programs
- Line h. The number of school programs
- Line i. The attendance at school programs